



Town of Groton, Connecticut

45 Fort Hill Road
Groton, CT 06340-4394
Town Clerk (860)441-6640
Town Manager
(860)441-6630

Meeting Minutes

Town Council

Mayor Harry A. Watson, Councilors Dean Antipas, Kathryn M. Brown-Tracy, Bruce S. Flax, Catherine Kolnaski, Deborah B. Monteiro, Frank O'Beirne, Jr., Rita M. Schmidt, and Paulann H. Sheets

Tuesday, August 4, 2009

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

The meeting was called to order at 7:30 p.m. by Mayor Watson.

Members Present: Mayor Watson, Councilor Antipas, Councilor Kolnaski, Councilor Monteiro, Councilor O'Beirne, Jr., Councilor Schmidt and Councilor Sheets

Members Absent: Councilor Brown-Tracy and Councilor Flax

Also present were Town Manager Mark Oefinger, Assistant to the Town Manager Lee Vincent, and Office Assistant Lori Watrous.

II. SALUTE TO THE FLAG

The Salute to the Flag was led by Sidney Van Zandt.

III. RECOGNITION, AWARDS & MEMORIALS

Groton 4th of July Parade Awards

Mayor Watson and Ben Morse presented awards to the winners of the Fourth of July parade in the following categories: Best Use of Theme "Many Heritages - One Community", Most Patriotic, Best Parade Float, Judges' Choice, Best Youth Participation, Best Costumes, and Best Music.

IV. RECEIPT OF CITIZENS' PETITIONS, COMMENTS AND CONCERNS

Zell Steever, 81 Main Street, Noank, Chairman of the Task Force on Climate Change and Sustainable Community, recommended that the Town include additional items on its grant application to the American Recovery and Reinvestment Act of 2009 (ARRA). These items include: a carbon footprint for the Town, energy bench-marking of municipal buildings, a strategic action plan for energy efficiency and energy conservation, retrofitting one or more public buildings utilizing renewable energy technology, generation of an action plan to coordinate with surrounding communities, development of a variety of funding mechanisms, and evaluation of the establishment of an Energy Conservation Office.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

Councilor Sheets asked what will happen if the Town does not succeed in its grant appeal to the Department of Energy (DOE). Mr. Steever noted that the Town would be eligible to apply for grant funding from the State. The plan would essentially be the same, but reduced in scope. The Town Manager stated that either way a grant application will need to be prepared. The deadline for the application for the State grant is September 15, 2009, but if Groton's appeal is successful for eligibility for the Federal program, there would be a thirty-day window after the Town is notified to apply for that grant. This item is on the next Committee of the Whole agenda. Mayor Watson noted that Ella T. Grasso Southeastern Regional Vocational Technical School has a small wind turbine. Mr. Steever is aware of this, as well as some other renewable energy sources already being utilized in Town.

VI. CONSENT CALENDAR

a. Approval of Minutes

2009-0188

Approval of Minutes (Town Council)

RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meeting of July 21, 2009 are hereby accepted and approved.

This Matter was Adopted on the Consent Calendar.

b. Administrative Items**2009-0186 Special Trust Fund Contributions**

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

RESOLVED, that the Town Council hereby accepts contributions to the Town as follows:

Marlene Terry Ziegler - \$100.00 - Library Discretionary

George Marshall - \$100.00 - Social Services Discretionary

Various Donations - \$57.85 - Groton Utilities Energy Assistance Program

City of Groton Matching Funds (June) - \$12.50 - Groton Utilities Energy Assistance Program

This Matter was Adopted on the Consent Calendar.

c. Deletions from the Town Council Referral List**2008-0282 Town Departmental Structure**

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2009-0159 Sandy Hollow Road Alterations - Leuba Property

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2009-0179 Supportive Housing Program Grant

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2009-0189 Establishment of Code of Ethics Subcommittee

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

Passed The Consent Calendar

A motion was made by Councilor Schmidt, seconded by Councilor Antipas, to adopt the Consent Calendar, including all the preceding items marked as having been adopted on the Consent Calendar.

The motion carried unanimously

VII. COMMUNICATION REPORTS (Other than Committee Reports)**a. Town Councilors**

Councilor Sheets attended a meeting of the Task Force on Climate Change and Sustainable Community.

Mayor Watson was interviewed by Nina Williams who is close to achieving an award in the Girl Scouts equivalent to an Eagle Scout. He also gave an interview to McArthur Communications Inc. which is producing a video on military communities. Mayor Watson attended a meeting to discuss parking for clamming in Mumford Cove, and had lunch with four interns at Ledge Light Heath District.

b. Clerk of the Representative Town Meeting

Office Assistant Lori Watrous stated that the next RTM meeting is scheduled for August 19, 2009, at which it will consider the Thames Street Rehabilitation Ordinance.

c. Clerk of the Council

No report.

d. Town Manager

The Town Manager stated that the dedication of the Animal Shelter will be on August 27, 2009; the Town surplus sale will be on September 12, 2009; the Martin Luther King Scholarship Trust

Fund Dinner will be on October 15, 2009; and the Fall Festival at Poquonnock Plains Park will be on October 10, 2009.

e. Town Attorney

No report.

VIII. COMMITTEE REPORTS

a. Community & Cultural Development - Chairman Brown-Tracy

No meeting, no report.

b. Economic Development - Chairman Flax

No meeting, no report.

c. Education/Health & Social Services - Chairman Kolnaski

No meeting, no report.

d. Environment/Energy - Chairman Sheets

The Environment/Energy Committee reviewed items that had been referred in the past, and discussed which items to keep and which to delete.

e. Finance - Chairman Schmidt

No meeting, no report.

f. Personnel/Appointments/Rules - Chairman O'Beirne

The Personnel/Appointments/Rules Committee met prior to tonight's meeting.

g. Public Safety - Chairman Monteiro

No meeting, no report.

h. Public Works/Recreation - Chairman Antipas

No meeting, no report.

i. Committee of the Whole - Mayor Watson

The Committee of the Whole met and discussed the items on tonight's agenda.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

2008-0282 Town Departmental Structure

RESOLUTION APPROVING CHARTS AND TEXTS SHOWING THE TOWN OF GROTON ORGANIZATIONAL STRUCTURE

WHEREAS, organization charts and accompanying narrative descriptions have been prepared to show the structure of all Town departments, as an informational supplement to Chapter VII of the Town Charter, and

WHEREAS, it is anticipated that a copy of the pertinent departmental or divisional organization chart will be attached to new or revised job descriptions when a job description that would change the organization chart is recommended for approval by the Town Council, and

WHEREAS, it is anticipated that organization charts will be updated to reflect the budget and other organizational changes approved by the Town Council, now therefore be it

RESOLVED, that the Town Council approves the Town of Groton organization charts and accompanying texts dated August 4, 2009.

A motion was made by Councilor Antipas, seconded by Councilor Kolnaski, that this matter be

Adopted.

Councilor O'Beirne stated that during the Charter Revision process, it was decided to take this item out of the Charter and assign it to the Town Council. This change will afford flexibility in updating the charts without going through the lengthy process of revising the Town Charter. These organizational charts depict the Town governmental structure with descriptions and relationships between various departments and personnel.

The motion carried unanimously**2009-0159****Sandy Hollow Road Alterations - Leuba Property****RESOLUTION CONCERNING PROPERTY ALTERATIONS ON A SCENIC TOWN ROAD**

WHEREAS, on January 19, 1999, by resolution, the Town Council designated Sandy Hollow Road as a Scenic Road according to Town Ordinance #200, Town Code Sec. 13.5-121 to 13.5-124, and

WHEREAS, logging activity on land with frontage on Sandy Hollow Road was performed which caused a disturbance to a portion of the scenic road, and

WHEREAS, the Town Council held a public hearing on said disturbance and related activity on Tuesday, July 21, 2009, and

WHEREAS, the owner and the forester have represented that they anticipate having access to the property once a year or less in the foreseeable future, now therefore be it

RESOLVED, that the owner or owner's agent shall take the following steps forthwith:

- 1) Reduce the existing entrance to a width not to exceed 18 feet, and build corner terminals to the stone walls at both sides of the entrance, consistent in style with the adjacent wall and similar structures nearby on the same road.
- 2) Establish a yankee barway barrier across the entrance.

AND BE IT FURTHER RESOLVED, that in the event of any future logging, excavation or other disturbance to the property, the owner or the owner's agents, successors, and assigns shall promptly complete all necessary restorative measures in accord with the general standards for scenic roads and the specific setting of Sandy Hollow Road.

AND BE IT FURTHER RESOLVED, in the event that access by motorized vehicles and/or forestry and excavating machinery occurs more than once a year, the owner or the owner's agents, successors, and assigns shall obtain an Excavation Permit from the Town Department of Public Works, the plan for which shall include a minimal bituminous apron, not to exceed 15 feet in width at the property boundary, in accord with Town of Groton standards

A motion was made by Councilor Sheets, seconded by Councilor Kolnaski, that this matter be Adopted.

The Town Manager spoke with the forester regarding this Resolution. Mr. Casadei was concerned with the amount of detail included in the Resolution and stated that he would like to construct a yankee barway at the entrance to the property as this would still be in keeping with the scenic road.

Councilors discussed various changes in the wording of subparagraph 2).

MOTION TO AMEND to change subparagraph 2) to read: "Establish a yankee barway barrier across the entrance." was made by Mayor Watson, seconded by Councilor Schmidt. The motion carried unanimously.

The motion carried unanimously**2009-0179****Supportive Housing Program Grant**

RESOLUTION APPROVING TVCCA/HUD SUPPORTIVE HOUSING PROGRAM GRANT

WHEREAS, homelessness is being addressed on several fronts by numerous programs but remains an ongoing problem for Groton and neighboring communities, and

WHEREAS, homeless persons with disabilities and homeless families in which at least one member is disabled require extensive counseling, support and case management services, and

WHEREAS, the Supportive Housing Program, operated by TVCCA as the grantee of record with the Federal Department of Housing and Urban Development, provides funding to enable agencies and municipalities to provide counseling, support and case management services via participation in the Housing Collaborative Network, therefore be it

RESOLVED, that the Town Council authorizes the Town Manager, Mark R. Oefinger, to enter into an agreement with Thames Valley Council for Community Action, Inc. to accept grant funding in the amount of \$9000 to conduct a Supportive Housing Program in Groton for the period of February 1, 2009 through January 31, 2010 and to utilize said funding to supplant a portion of the salaries and related fringe benefits of selected Groton Human Services staff, who shall provide counseling, support and case management services to the specified Groton client population via participation in the Housing Collaborative Network.

A motion was made by Councilor Schmidt, seconded by Councilor Kolnaski, that this matter be Adopted.

The motion carried unanimously

2009-0189

Establishment of Code of Ethics Subcommittee

RESOLUTION APPOINTING A SUBCOMMITTEE ON TOWN CODE OF ETHICS

WHEREAS, the Town Charter, at Section 3.5.3, Conflict of Interest, calls for the Town Council to establish by ordinance a code of ethics and an ethics commission, and

WHEREAS, the Town Council has received a substantial amount of foundation material for use in complying with the Charter's ethics mandate, and

WHEREAS, the formation of a code of ethics and an ethics commission will be a complex effort that requires special attention, now therefore be it

RESOLVED, that the Town Council hereby establishes a Subcommittee on Ethics to prepare and present to the Committee of the Whole a draft municipal code of ethics and a proposed policy and structure for a Town Ethics Commission, with its first report to be made to the Committee of the Whole by September 30, 2009, and be it

FURTHER RESOLVED, that the Subcommittee on Ethics will consist of Town Council members Paulann Sheets, Dean Antipas, and Bruce Flax, with Catherine Kolnaski as Alternate Member.

A motion was made by Mayor Watson, seconded by Councilor O'Beirne, Jr., that this matter be Adopted.

The motion carried unanimously

XI. OTHER BUSINESS**Suspension of the Rules**

A motion to suspend the rules to make an appointment to fill a vacancy on the Historic District Commission was made by Councilor O'Beirne, seconded by Mayor Watson and so voted unanimously.

The Historic District Commission has had difficulty at times getting a quorum together. Just prior

to this meeting the Personnel Committee interviewed Nancy Gilly for the Historic District Commission and subsequently voted unanimously to recommend her for this position.

2009-0192

Appointment of Nancy Gilly to Historic District Commission

RESOLUTION APPOINTING NANCY GILLY TO THE HISTORIC DISTRICT COMMISSION

RESOLVED, that Nancy E. Gilly, 43 Merlino Drive, is appointed to the Historic District Commission for a term ending 12/31/10.

A motion was made by Councilor O'Beirne, Jr., seconded by Councilor Monteiro, that this matter be Adopted.

The motion carried unanimously

XII. ADJOURNMENT

A motion to adjourn at 8:24 p.m. was made by Councilor Kolnaski, seconded by Councilor Monteiro and so voted unanimously.

Attest:

*Barbara Tarbox, Town Clerk
Clerk of the Council*

Lori Watrous, Office Assistant